



## **CONSTITUTION AND ROLE OF HIGH WYCH ALLOTMENT ASSOCIATION**

### **OBJECTIVES**

To promote the interests of all members in the gardening activities and to take joint action for the benefit of members.

To act to protect members against damage and theft.

To obtain a supply of seeds, fertilisers, tools and other horticultural equipment on behalf of members.

### **MEMBERSHIP**

All allotment holders will be invited to join the association, in doing so they will also join the National Society of Allotment and Leisure Gardeners (NSALG) as an association member. By joining they will also get third party insurance cover (cover should they cause injury to another person). NSALG membership and insurance cover will be paid for with funds from the association; however, if funds are not available members will be asked to pay all or part of that cost.

### **OFFICERS**

The officers of the association shall be:

The Chairman, The Secretary, The Treasurer and at least one committee member.

They shall be elected at each Annual General Meeting.

The affairs of the association shall be conducted by a committee of not less than three members. The committee shall resign at the end of each year but will be eligible for re-election.

### **GENERAL MEETINGS**

The AGM shall be held at such time the committee decides. (Notice to be given normally one month prior to the date chosen). Committee will meet three/four times a year and minutes will be published to all members.

## **ACCOUNTING AND AUDITING**

The Association will have a bank account with up to three signatories – the Treasurer and two other members of the committee.

The Treasurer will prepare a set of accounts each year which will be presented at the AGM. One auditor will be appointed who is not a member of the association to audit and sign off the accounts as a true and accurate record.

## **THE ROLE OF THE COMMITTEE**

The committee is responsible for organising social events, plant sales and purchase and sale of seeds, fertiliser, composts etc.

It is responsible for maintaining Plot 1 in a tidy state together with assistance from association members. It will take responsibility for hedge repair and planting replacement hedging and will assist where hedge cutting is too difficult for members.

Maintenance of taps and communal water butts is the responsibility of members in general. The committee will take responsibility for isolating the taps when frost is likely and will inform members via e-mail when the water is turned off and on. The committee will pay from association funds repair or replacement of faulty taps where necessary.

The committee is not responsible for enforcing rules of tenancy or for resolving disputes, these should be referred to the Parish Council.

## **DISSOLUTION**

If the committee, by a simple majority, decides at any time on the grounds of expense or otherwise it is necessary or advisable to dissolve the Association it shall, giving at least 14 days notice, call an Extraordinary General Meeting of all members of the Association. If such a resolution shall be confirmed by a simple majority of those present at such a meeting the committee shall have the power to dispose of any assets held by or in the name of the Association. Any assets remaining after meeting proper debts, including funds loaned by members and liabilities, shall be donated to a charity for the benefit of the local community.

***The Constitution was adopted as the Constitution of the High Wych Allotment Association on 20<sup>th</sup> November 2013. The Constitution has been amended to the present form 13<sup>th</sup> November 2018 (AGM).***